



GAIL FARBER, Director

## COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331

<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

August 04, 2015

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

33

August 4, 2015

  
PATRICK OGAWA  
ACTING EXECUTIVE OFFICER

Dear Supervisors:

**ADOPT, ADVERTISE, AND AWARD CONSTRUCTION CONTRACT  
MONROVIA-ARCADIA-DUARTE COMMUNITY MONUMENT SIGNS  
IN THE UNINCORPORATED COMMUNITY OF  
MONROVIA/ARCADIA/DUARTE (ISLANDS)  
(SUPERVISORIAL DISTRICT 5)  
(3 VOTES)**

### **SUBJECT**

This action is to approve and advertise the project for the Monrovia-Arcadia-Duarte Community Monument Signs project in the unincorporated community of Monrovia/Arcadia/Duarte (Islands), find the project categorically exempt from the provisions of the California Environmental Quality Act, adopt the plans and specifications, authorize the Director of Public Works or her designee to award and execute a construction contract with the responsible contractor with the lowest responsive bid, deliver the project, and delegate certain responsibilities to the Director of Public Works or her designee to carry out this project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find this project categorically exempt from the provisions of the California Environmental Quality Act.
2. Approve and advertise the project and adopt the plans and specifications that are on file in the Construction Division of the Department of Public Works for construction of the Monrovia-Arcadia-Duarte Community Monument Signs project, at an estimated construction contract cost between \$175,000 and \$245,000.
3. Instruct the Acting Executive Officer of the Board of Supervisors to advertise bids in accordance

with the Instruction Sheet for Publishing Legal Advertisement, and which are to be received before 11 a.m. on September 1, 2015, in accordance with the Notice Inviting Bids.

4. Authorize the Director of Public Works or her designee to determine whether the bid of the apparent responsible contractor with the lowest apparent responsive bid is, in fact, responsive and, if not responsive, to determine which apparent responsible contractor submitted the lowest responsive bid.
5. Authorize the Director of Public Works or her designee to award and execute a construction contract with the responsible contractor with the lowest responsive bid within the estimated cost range and deliver the project.
6. Delegate to the Director of Public Works or her designee the following authority in connection with this contract: (1) approve and execute change orders within the same monetary limits delegated to the Director of Public Works under Section 2.18.050 of the Los Angeles County Code relative to the construction of County buildings; (2) allow substitution of subcontractors and relief of bidders upon demonstration of the grounds set forth in Public Contract Code Sections 4100 et seq. and 5100 et seq., respectively; (3) accept the project upon its final completion; (4) release retention money withheld consistent with the requirements of Public Contract Code Sections 7107 and 9203; and (5) extend the date and time for the receipt of bids consistent with the requirements of Public Contract Code Section 4104.5.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is for the Board to approve and advertise the project, adopt the plans and specifications, authorize the Director of Public Works or her designee to award and execute a construction contract with the responsible contractor with the lowest responsive bid, deliver the project, and delegate certain responsibilities to the Director or her designee to carry out this project.

Delegating to the Director or her designee the authority to award and execute the construction contract will allow for streamlining of this project, which has received strong community support for completion as quickly as possible.

#### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provisions of Community Support and Responsiveness (Goal 2). The recommended actions will help achieve this goal by reflecting an enhanced sense of community for residents in the unincorporated community of Monrovia/Arcadia/Duarte (Islands).

#### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The estimated construction contract cost to complete this project is in the range of \$175,000 to \$245,000. The total project cost is estimated to be \$520,000. In addition to the construction contract cost, the total project cost includes the preparation of plans and specifications, survey, environmental clearance, right-of-way and utility clearances, inspection, contract administration, change order contingency, and other County of Los Angeles services.

Funding for this project is included in the Fifth Supervisorial District's Transportation Improvement Program in the Special Road District Fund Fiscal Year 2015-16 Budget.

The annual cost of graffiti removal is estimated to be \$5,000. Commencing in Fiscal Year 2015-16, sufficient appropriation will be included in the Fifth Supervisorial District's annual Transportation Improvement Program in the Road Fund Budget to finance this ongoing construction cost.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This project is part of the Department of Public Works' ongoing program for the enhancement of medians. It will be advertised in accordance with Section 20392 of the State Public Contract Code.

This project is to be completed in 25 working days. It is anticipated the work will start in November 2015 and be completed in December 2015.

The contract agreement will be in the form previously reviewed and approved as to form by County Counsel.

The award of the contract will be in full compliance with Federal, State, and County regulations. The project specifications contain provisions requiring the contractor to comply with terms and conditions supporting the Board's ordinances, policies, and programs including, but not limited to: the County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN and GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; the Los Angeles County's Defaulted Property Tax Reduction Program Ordinance, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The State Public Contract Code requires the County to award construction contracts to a responsible contractor with the lowest responsive bid, which is defined as the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be responsive to specific criteria under the solicitation including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a responsible bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

To ensure the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the Contractor's State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy No. 5.140, the information reported by the contractor will be considered before making a recommendation to award.

The plans and specifications include the contractual provisions, methods, and material requirements necessary for this project and are on file with Public Works.

## **ENVIRONMENTAL DOCUMENTATION**

This project is categorically exempt from the provisions of the California Environmental Quality Act and Class Sections 15301, and 15303 of the California Environmental Quality Act Guidelines; and Class 1, Subsections (x)(10), (x)(14), (x)(19), and (x)(22); and Class 3 of the Environmental Reporting Procedures and Guidelines adopted by the Board on November 17, 1987. These exemptions provide for median beautification, reconstruction of existing curbs and gutters and new highway channelization including a raised island, maintenance of existing roadway facilities, and the construction of limited numbers of new small structures.

## **CONTRACTING PROCESS**

This project will be contracted on an open-competitive bid basis. An award by the Director or her designee will be made upon review of the bids meeting the criteria established by the Board and the State Public Contract Code.

To increase contractor awareness of Public Works' program to contract work out to the private sector, this project will be listed on both the County's "Doing Business with Us" and Public Works' "Contract Opportunities" websites for upcoming bids.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

When the project is completed, it will have a positive impact by reflecting an enhanced sense of community for the residents in the unincorporated community of Monrovia/Arcadia/Duarte (Islands).

## **CONCLUSION**

Please return one adopted copy of this letter to the Department of Public Works, Construction Division.

Respectfully submitted,



GAIL FARBER

Director

GF:JTS:lg

c: Chief Executive Office (Rochelle Goff)  
County Counsel  
Executive Office  
Internal Services Department (Countywide  
Contract Compliance)